

## **Community Preservation Committee**

January 28, 2020

Police Station Conference Room

Minutes

### **1. Call to Order**

Chair Mike Dissette called a regular meeting of the Community Preservation Committee to order at 7:02 p.m.

### **2. Roll Call**

In attendance were Dan Koen, Don Little, Paul Healy, Karen Popken, Jane Healey, Ron Ziemba, Mike Dissette, Mark Rosen (Don Walters unable to attend).  
Director Andy Port from the Planning Office was also present.

### **3. Welcome, Overview, and Updates from the Chair**

Chair Mike Dissette called a regular meeting of the Community Preservation Committee to order at 7:02 p.m.

### **4. Maudslay Brick Walls**

Mike Dissette acknowledged audience attendee as person interested in process for Maudslay brick wall request.

Marlys Edwards, introduced herself as President of Maudslay board and gave an explanation of what the concerns are with the current condition of the walls and its historical status. The goal is to save the history of property without State putting up too much money. She provided information on her prior success with money gained from DCR, the Public, and the State. The project is expected to be quite expensive; estimated over \$100k. She understands this will need to be heard by City Council as well and the importance of State funding.

Board members offered insight on process and provided guidance for information needed on application and for review meeting. Also, discussed road blocks with City Council for State funding/ DCR.

Marlys Edwards asked if it would be possible to request the money now and use it in 2021. Start by asking the State what can be done this summer; no additional funding and use the money for 2 to 1 matching grant for next one (wall repair); as repairs will be in phases.

Board provided suggestions such as: adding markers on application where budget information is TBD to allow supplement of 60 days; include any examples of prior matching funding from State for similar projects; as well as showing State lists site as historical on website; and asking Historical Commission to issue letter of historical significance of the wall.

### **5. Schedule for Application Review**

- Mike Dissette requested dates to schedule meetings and when applicants may attend
- Applications due by next Thursday. Any issues contact Katelyn Sullivan
- Discussed adding 1 or 2 meetings in March and April

- All agreed to pencil March 10<sup>th</sup> in as additional meeting (3/24 remaining as initially scheduled)
- No changes to February schedule

## **6. Status of State Trust Fund and Match**

Mike Dissette discussed the State match.

- Confirmed surplus- \$20mil.
- Additional 10% taking up to 23 plus CPC is done; locked in and spreadsheet circulated.
- 30% is what State is saying to use due to phase in of additional money from registry fees; stabilization increase. Within next 2 cycles stabilize below 30%.
- Jane questioned if \$1.2 for 2021 include in the 10% and Mike advised, “No, as this information just came out”. Mike confirmed similar numbers available from last year.

## **7. Report from the Communications Subcommittee**

Jane Healey and Mark Rosen reviewed results from first subcommittee meeting.

Subcommittee goals include ways to raise awareness of money available to eligible applicants for projects as well as general education for Public of how money is being used. Starting point of group will be to make better use of social media such as FaceBook, Mayor’s Blog; City website to gain a wider audience. Other ideas included Letters to editor from applicants advising how funding went; Flyers to remind applicants of due dates; ceremonies; highlighting Project of the Year; and possibly having videographer capture applicant’s projects/experience to share with Public..

Andy Port suggested Committee reach out to Matt Coogan; Mayor Chief of Staff to assist with website updates.

Jane Healey concluded there are some next steps; which include reaching out to other City CPA and see what they have done; what has worked vs what has not. Also, getting down the formal process through Planning Office. Before moving forward they wanted to get input and acceptance from group.

## **8. Current Estimate of Available Funds and Balances in Reserve Accounts**

Mike Dissette reiterated from earlier in meeting the status of State of Trust Fund and where the extra money comes from. Last year & looking forward can use 30%, which is great. CPC waiting for numbers Ethan, but if round numbers off can use \$1.2m, keeping in mind debt surface coming off of that, so ending with similar numbers from last year.

## **9. Approval of Minutes**

Mike Dissette moved to approve the minutes of the October 22, 2019, meeting.

Jane Healey seconded the motion. The motion was approved.

## **10. Other Updates**

Jane Healey asked if Congregational Church is on the agenda regarding issues with how money was used for renovations.

Mike Dissette was advised of a meeting this coming Thursday to address the letter from the Church that went to City Council. It appears the Church is requesting \$25k.

There may be a disagreement on the scope of the project and how the money was used to renovate. City Council may look to CPC for recommendations to provide feedback to the Mayor. There was a discussion on type of renovations made at the Church that may or may not have followed policies and changes that have been made to prevent this from happening with future applicants.

#### **11. Adjournment**

The meeting was adjourned at 8:14 p.m.